

**Regular Meeting  
Riverbend Water Resources District  
Board Meeting Minutes  
June 20, 2013**

Location: 28 Morris Lane Suite 118, Texarkana, TX 75503

**A G E N D A**

**I. Call to Order, Roll Call, Establishment of Quorum, Certification of Notice.**

Marshall Wood, Chairman of the Board, called the meeting to order at 12:10 p. m. and welcomed the guests in attendance.

**Members in attendance:**

Marshall Wood      Kelly Mitchell      James Carlow      Fred Milton

**Members absence:** Sean Rommel      Scott Albert

**Others in attendance:**

Wendell Davis

*Red River County WSC*

**II. Public Comments: None**

**III. Agenda Items for Individual Consideration**

- A. **Consider and Approve Riverbend Water Resources District (RWRD) Minutes from May 24, 2013:** A motion was made by Kelly Mitchell and seconded by James Carlow to approve. The motion carried by voice vote unanimously.
- B. **Consider approval of a policy establishing holidays for RWRD:** After a brief discussion, a motion was made by Kelly Mitchell and seconded by James Carlow to approve Human Resources Policy 062013-1 Holiday Time. The motion carried by voice vote unanimously.
- C. **Consider approval of the May 2013, RWRD financial reports:** Kelly Mitchell briefed the Board and provided detailed information on the Balance Sheet, Profit and Loss, Cash Flow Statement, and General Ledger as of May 31, 2013.
  - 1) Total assets are \$329,637.62 with cash on hand at end of period \$328,115.69.
  - 2) RWRD Executive Director has been placed on appropriate accounts at financial institutions.
  - 3) After review and discussion of the various reports, a motion was made by Fred Milton and seconded by James Carlow to approve Treasurer's report as presented. The motion carried by voice vote unanimously.
- D. **Consider reimbursement of expenses to Scott Albert:** A list of expenses submitted by the Executive Director in support of the office of RWRD was briefing discussed and included registration and hotel for the TWCA conference. A motion was made by Fred Milton and

seconded by Kelly Mitchell to reimburse the Executive Director \$1,803.06. The motion carried by voice vote unanimously.

- E. **Consider accepting a proposal from either Texas Water Conservation Association Risk Management Fund or Texas Municipal League Intergovernmental Risk Pool in relation to insurance coverage for Riverbend Water Resources District:** After review and discussion of the proposals submitted to the RWRD Board, a motion was made by James Carlow and seconded by Kelly Mitchell to accept the proposal from the Texas Water Conservation Association Risk Management Fund. The motion carried by voice vote unanimously.

IV. **Reports:**

- A. **Executive Director:** The Executive Director Scott Albert was in attendance at the Texas Water Conservation Association Annual Conference. In his absence, the Chairman reported on the activities for the month. He continues to develop the RWRD Way Forward and attend meetings with member city representatives and other key water resources personnel in the area.
- B. **RWRD Board Members:** The Chairman again indicated that the Executive Director has been extremely proactive this past month and looks forward to the continued progress in establishing RWRD as the key player for our region's water resource development.

- V. **Adjourn:** With no additional business to be discussed, a motion was made by Fred Milton and seconded by Kelly Mitchell to adjourn meeting at 1:05 p. m. The motion carried unanimously by voice vote.

The above and foregoing minutes of River Bend Water Resource District Board of Directors meeting, June 20, 2013 were read and approved on the 22 day of Aug, 2013.



Marshall Wood, Chairman of the Board

Attest:



Scott Albert, Executive Director